

# **SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS**

## **Administration Committee Minutes**

**January 9, 2003**

**THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE ADMINISTRATION COMMITTEE. AUDIO CASSETTE TAPES OF THE MEETING ARE AVAILABLE FOR LISTENING IN SCAG'S OFFICE.**

The Administration Committee held its meeting at the SCAG Offices, 818 W. 7<sup>th</sup> Street, 12<sup>th</sup> Floor, Los Angeles, CA 90017.

### **1.0 CALL TO ORDER**

Councilmember Sidney Tyler, Jr., called the meeting to order at 9:10 a.m.

#### **Committee Members Present:**

|                             |                          |
|-----------------------------|--------------------------|
| Mayor William Alexander     | City of Rancho Cucamonga |
| Mayor Pro Tem Ron Bates     | City of Los Alamitos     |
| Councilmember Hal Bernson   | City of Los Angeles      |
| Supervisor Hank Kuiper      | County of Imperial       |
| Mayor Ron Loveridge         | City of Riverside        |
| Mayor Pro-Tem Bev Perry     | City of Brea             |
| Councilmember Bea Proo      | City of Pico Rivera      |
| Mayor Ron Roberts           | City of Temecula         |
| Supervisor Charles V. Smith | County of Orange         |
| Councilmember Sidney Tyler  | City of Pasadena         |
| Councilmember Toni Young    | City of Port of Hueneme  |

#### **Committee Members Absent:**

|                              |                       |
|------------------------------|-----------------------|
| Councilmember Richard Dixon  | City of Lake Forest   |
| Mayor Pro-Tem Lee Ann Garcia | City of Grand Terrace |
| Councilmember Janice Hahn    | City of Los Angeles   |
| Supervisor Judy Mikels       | County of Ventura     |

#### **Staff Present:**

|                |                         |
|----------------|-------------------------|
| Bert Becker    | Chief Financial Officer |
| Sondra Morison | Controller              |

#### **Others Present:**

|                     |                                       |
|---------------------|---------------------------------------|
| Catherine McMillan  | CVAG                                  |
| David Sosa          | Caltrans                              |
| Jeff Davis          | Caltrans                              |
| Michelle Gallagher  | Catrans                               |
| Jeff Lustgarten     | Cerrell                               |
| Janet Henderson     | SCAG                                  |
| Ty Schuiling        | SANBAG                                |
| Jacki Bacharach     | SBCCOG                                |
| Mary Lou Echternuea | SCVCOG/MTA                            |
| Ed Jones            | SCAG Liaison                          |
| Phyllis Winger      | City of LA/Councilman Bernson's Staff |

## **2.0 PUBLIC COMMENT PERIOD**

No public comment.

## **3.0 CONSENT CALENDAR**

Mayor Pro-Tem Bev Perry asked that her name be included to the list of absent committee members on the December 5, 2002 minutes.

Councilmember Toni Young and Mayor Pro-Tem Bev Perry asked that Item #3.1.6 be tabled to the next meeting.

It was MOVED (Mayor Pro-Tem Bev Perry), SECONDED (Mayor Pro-Tem Ron Bates), and UNANIMOUSLY APPROVED.

### **3.1 Approval Items**

#### **3.1.1 Minutes of the December 5, 2002 Meeting**

#### **3.1.2 Contracts**

- Parson Brinkeroff
- The C2 Group

#### **3.1.3 Sponsorship Request for the Western States Freight Summit**

#### **3.1.4 AMPO 2002-2003 Membership Dues**

#### **3.1.5 Approve SCAG Concurrence Designated Recipients of RTA Urbanized Area Formula funds for Census 2002 Newly Identified Urbanized Area over 200,000 in population in the SCAG Region**

### **3.2 Receive & File**

#### **3.2.1 Contracts/Purchase Orders \$5,000 - \$25,000**

##### **Purchase Orders**

- Parsons Brinkerhoff
- The C2 Group

#### **3.2.2 Conflict of Interest Listing**

## **4.0 ACTION ITEMS**

### **4.1 Administration Committee Report**

4.1.1 Approve FY 02-03 Indirect Cost Budget & Update of Budget Amendment #1

Sondra Morison presented the item.

Sondra Morison informed the Committee that at the December 5<sup>th</sup> Regional Council meeting, BA#1 was approved and the Executive Director was authorized to make minor adjustments, as necessary, in the submittal. The Regional Council requested that any work elements that changed by more than 10% or \$25,000 be brought back to the Regional Council. There are eight projects that are affected. These changes are, for the most part, related to incorrect match calculations in the original submittal and stay within the budget adopted by the Regional Council. The ICAP budget includes calculation changes, which Caltrans mandated in SCAG's carryover costs and some line item increases. Overall, there is an \$800,000 reduction in Indirect Costs from what was included in the July 1 Budget.

Bert Becker stated that SCAG is currently able to make payroll through February. Therefore, it is very important that Caltrans and FHWA approve the proposed Budget Amendment #1 by February.

This item was MOVED (Mayor William Alexander), SECONDED (Mayor Ron Roberts) and UNANIMOUSLY APPROVED.

4.1.2 SCAG 2003 Legislative Program

Don Rhodes, Government and Public Affairs Manager, presented this item.

Mayor Pro Tem Ron Bates asked for a status of the 10 Corridor and its potential wording for a special funding for TEA 3.

Alfredo Gonzalez, Senior Government Affairs Officer, answered that SCAG has not put this together with the TEA 3 efforts yet, so far we are looking to work with the Southwest Compact individually, on its own, as its own piece of legislation, as separate bill.

Mayor Pro-Tem Bev Perry requested that on Page 49, Housing and Land Use, 1<sup>st</sup> bullet – Add: “If this does not occur, we should seek legislation to suspend the mandate until such funding is available”.

It was MOVED (Mayor Pro-Tem Bev Perry), SECONDED (Mayor Ron Loveridge) and UNANIMOUSLY APPROVED.

Councilmember Toni Young requested that on Page 50, Solid Waste, 1<sup>st</sup> bullet – should read: “Support legislation that removes any impediments to transformation or conversion technologies relating to solid waste”.

It was MOVED (Councilmember Toni Young), SECONDED (Mayor Pro Tem Ron Bates) and UNANIMOUSLY APPROVED.

Councilmember Toni Young requested that on Page 50, Water, Add Bullet: “Track the 4.4 plan and its implementation”.

It was MOVED (Councilmember Toni Young), SECONDED (Mayor Pro-Tem Ron Bates) and UNANIMOUSLY APPROVED.

Mayor Ron Loveridge requested that a bullet be included with the following: “Include an analysis/review of what took place during the legislative year with a comparison to the state and federal level”.

It was MOVED (Mayor Ron Loveridge), SECONDED (Mayor Pro-Tem Bev Perry) and UNANIMOUSLY APPROVED.

Approval of the SCAG 2003 Legislative Program, as amended, was MOVED (Mayor Pro-Tem Bev Perry), SECONDED (Mayor William Alexander) and UNANIMOUSLY APPROVED

## **5.0 INFORMATION ITEMS**

### **5.1 Monthly Financial Report**

Bert Becker presented this item.

Bert Becker informed the committee about the consolidation of the Audit and Best Practices Committees. Staff is planning to bring the Caltrans Indirect Cost Allocation Plan Audit and SCAG’s response to the Audit to the new committee’s meeting scheduled for January 29.

Finance is currently working on SCAG’s Final Statement of Expenditures for last fiscal year. It should be submitted to Caltrans in final version this week. We will then begin the process of conducting the Fiscal Year 2001-2002 external audit by KPMG.

Jacki Bacharach asked if SCAG could notify the subregions when consultants are not paid.

It was MOVED (Councilmember Hal Bernson), SECONDED (Mayor William Alexander) and UNANIMOUSLY APPROVED that staff notify vendors why they are not being paid on time (SCAG does not get paid on time by Caltrans, so vendors do not get paid on time).

**5.1 Progress Report and Update on the Status of Transportation Information Services: Transtar/Rideshare and Commuter Web Services**

John Cox, Director of Deployment and Partnership gave a presentation.

Mayor Pro-Tem Ron Bates asked what the problem is with bringing together a region-wide coordinated rideshare program

John Cox answered that it is basically a difference of opinion. The commissions will argue that they are providing a region-wide service because of what they are doing through RCTC on the Rideshare side and what they will be doing through MTA on the transit itinerary side. The commissions are not using a services-oriented company to provide the services, which they should be doing.

Mayor Ron Loveridge requested staff to investigate a Joint Powers Agency for the purpose of achieving better efficiency and effectiveness for the rideshare program.

It was MOVED (Mayor Pro Tem Ron Bates), SECONDED (Mayor Ron Loveridge) and UNANIMOUSLY APPROVED.

**6.0 COMMENT PERIOD**

No comments presented.

**7.0 ADJOURNMENT**

Councilmember Sidney Tyler, Jr., adjourned the meeting at 10:00 a.m.

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Bert Becker, Chief Financial Officer  
Staff to the Administration Committee